

## PRIVACY POLICY

**Air Equipment Group takes the privacy of its customers very seriously. This privacy policy explains how we use any personal information we collect about you.**

The data controller is Meterpark Ltd, 5 Kings Road, Flitwick, Beds. MK45 1ED. email address: [info@air-equipment.co.uk](mailto:info@air-equipment.co.uk)

This privacy policy sets out how we use and protect any information that you give us when you use this website or otherwise contact us. We are committed to ensuring that your privacy and personal data is protected. Should we ask you to provide certain information by which you can be identified when using this website or otherwise, then you can be assured that it will only be used in accordance with this privacy statement. We may change this policy from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes.

### INFORMATION COLLECTED

#### WHAT WE COLLECT

For the purpose of answering an enquiry satisfying an order, we may collect the following information. Your name and appropriate contact information including email address & telephone number, your current equipment and current and future usage of compressed air.

#### WHAT WE DO WITH THE INFORMATION COLLECTED

We require this information to understand your needs and provide you with more information for the product(s)/service(s) you have requested. Your information may also be stored in a CRM system for Internal record keeping. We may use the information to improve our products and services. We may periodically send promotional emails about new products, special offers or other information which we think you may find interesting using the email address which you have provided. From time to time, we may also use your information to contact you for market research purposes. We may contact you by email, phone, fax or mail. We may use the information to customise the website according to your interests.

#### CONTROLLING YOUR PERSONAL INFORMATION

You may choose to restrict the collection or use of your personal information in the following ways:

If you wish to modify, change or delete the personal information you have previously provided you can do this by writing or emailing us. Whenever you are asked to fill in a form on the website, look for the box that you can click to indicate that you do not want the information to be used by anybody for direct marketing purposes. If you receive a promotional email from us you may unsubscribe at any time by sending us an email or by clicking on the unsubscribe link at the bottom of every email.

We will not sell, distribute or lease your personal information to third parties unless we have your permission or are required by law to do so. We may use your personal information to send you promotional information about third parties which we think you may find interesting. You may request details of personal information which we hold about you under the Data Protection Act 1998. A small fee may be payable. If you would like a copy of the information held on you please write to or email us.

If you believe that any information we are holding on you is incorrect or incomplete, please write to or email us, at the above address. We will promptly correct any information found to be incorrect.

We delete your personal information from our systems after a period of 5 years from the point you cease to be a customer.

### SECURITY

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect across all our CRM and Management systems.

### WEBSITE SECURITY

In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

### EXTERNAL LINKS

Our website may contain links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

### AN INTRODUCTION TO COOKIES

A cookie is a small file which asks permission to be placed on your computer's hard drive. Once you agree, the file is added and the cookie helps analyse web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences.

We use traffic log cookies to identify which pages are being used. This helps us analyse data about web page traffic and improve our website in order to tailor it to customer needs. We only use this information for statistical analysis purposes.

Overall, cookies help us provide you with a better website, by enabling us to monitor which pages you find useful and which you do not. A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us. You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of our website.

### COOKIES USED BY OUR WEBSITE

SOCIAL NETWORK SHARING  
ANALYTICAL TRACKING  
COOKIE CONSENT CHECK  
WORDPRESS  
GOOGLE MAPS/PLACES

### HOW TO DISABLE COOKIES

Most modern browsers allow you to control your cookie settings for all websites that you browse. You can disable cookie deployment completely by editing your browser settings, however in doing this you may be limiting the functionality that is displayed on our website. To learn how to disable cookies on your preferred browser we recommend reading this advice posted by Google.

If you are concerned about cookies tracking your movements on the Internet then you may be concerned about spyware. Spyware is the name given to a particular band of cookies that track personal information about you. There are many antispyware programs that you can use to prevent this from happening. Learn more about antispyware software – <http://en.wikipedia.org/wiki/Spyware>. As mentioned earlier in this page you call also disable Google Analytics on all websites by downloading the Google Analytics Opt-out Browser Add-on.

### MODIFICATION OF PRIVACY POLICY

We reserve the right to change or update this Privacy Policy at any time.

This page was last modified on 25th May, 2018.



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